

**CRIMINAL DIVISION**  
**PUBLIC INTEGRITY SECTION**  
**U.S. DEPARTMENT OF JUSTICE**  
1400 New York Avenue, Suite 700  
Washington, DC 20530

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About the Office:

PIN oversees the federal effort to combat corruption through the prosecution of elected and appointed public officials at all levels of government. PIN has exclusive jurisdiction over allegations of criminal misconduct on the part of federal judges and also monitors the investigation and prosecution of election and conflict of interest crimes. PIN attorneys prosecute selected cases against federal, state, and local officials, and are available as a source of advice and expertise to other prosecutors and investigators.

Projected No.  
Of Volunteers:

4 - 8

Application Deadlines:

Spring 2016: September 15  
Summer 2016: January 15  
Fall 2016: April 1

Internship  
Location:

Washington, DC

Application Materials:

To apply, submit via e-mail, in a single .pdf document:

- cover letter;
- resume;
- law school transcript (official or unofficial);
- legal writing sample (not to exceed 10 pages); and
- three references.

Email application materials to [pin.interns@usdoj.gov](mailto:pin.interns@usdoj.gov).

Qualifications:

All applicants must be currently enrolled in law school and have a strong academic background, excellent research and writing skills, mature judgment, and a commitment to public service work.

Interns usually work part-time (16-20 hours a week) throughout the semester (10-12 weeks), although we have worked with law schools that permit full-time work in exchange for credit. Because of the sensitive nature of PIN's work, all offers are contingent upon the satisfactory completion of a security clearance.

Salary:

Uncompensated, but will work with schools that offer academic course credit or work study

Assignments:

Opportunities for legal internships are available for qualified

candidates in the Criminal Division's Public Integrity Section (PIN). Legal interns work closely with PIN trial attorneys on a range of investigative and litigation issues related to PIN's efforts to combat public corruption. Projects deal with the procedural and substantive aspects of criminal law and include researching and briefing complex legal questions, drafting motions, responses, and other litigation documents for active cases, and updating PIN's internal research resources. Legal interns typically work on a variety of projects during their internships, so as to better understand the breadth of PIN cases, and are offered opportunities to observe witness interviews, hearings and other proceedings, and to produce significant written work product. Interning for PIN is an intensive but rewarding experience and has been invaluable for prior interns, many of whom have gone on to clerk after graduation for both Federal District and Circuit Court Judges and few of whom have been accepted into the Department's extremely competitive Honors Program matters.

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## Department Policies

**Equal Employment Opportunity:** The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, political affiliation, marital status, disability (physical or mental), age, sex, gender identity, sexual orientation, genetic information, status as a parent, membership or non-membership in an employee organization, on the basis of personal favoritism, or any other non-merit factor. The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Department of Justice.

**Reasonable Accommodations:** This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

**Outreach and Recruitment for Qualified Applicants with Disabilities:** The Department encourages qualified applicants with disabilities, including individuals with targeted/severe disabilities to apply in response to posted vacancy announcements. Qualified applicants with targeted/severe disabilities may be eligible for direct hire, non-competitive appointment under Schedule A (5 C.F.R. § 213.3102(u)) hiring authority. Individuals with targeted/severe disabilities are encouraged to register for the Office of Personnel Management (OPM) Shared List of People with Disabilities (the Bender

Disability Employment Registry) by submitting their resume to [resume@benderconsult.com](mailto:resume@benderconsult.com)

Email links icon

and referencing "Federal Career Opportunities" in the subject line. Additional information about the Bender Registry is available at [www.benderconsult.com](http://www.benderconsult.com)[external link]. Individuals with disabilities may also contact one of the Department's Disability Points of Contact (DPOC). See list of DPOCs.

**Suitability and Citizenship:** It is the policy of the Department to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation. Only U.S. citizens are eligible for employment with the Executive Office for Immigration Review and the United States Attorneys' Offices. Unless otherwise indicated in a particular job advertisement, non-U.S. Citizens may apply for employment with other organizations, but should be advised that appointments of non-U.S. Citizens are extremely rare; such appointments would be possible only if necessary to accomplish the Department's mission and would be subject to strict security requirements. Applicants who hold dual citizenship in the U.S. and another country will be considered on a case-by-case basis.

**Veterans:** There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of Justice considers veterans' preference eligibility as a positive factor in attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty and other supporting documentation) to their submissions. Although the "point" system is not used, per se, applicants eligible to claim 10-point preference must submit Standard Form (SF) 15, Application for 10-Point Veteran Preference, and submit the supporting documentation required for the specific type of preference claimed (visit the OPM website, [www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf) for a copy of SF 15, which lists the types of 10-point preferences and the required supporting document(s). Applicants should note that SF 15 requires supporting documentation associated with service-connected disabilities or receipt of nonservice-connected disability pensions to be dated 1991 or later except in the case of service members submitting official statements or retirement orders from a branch of the Armed Forces showing that his or her retirement was due to a permanent service-connected disability or that he/she was transferred to the permanent disability retired list (the statement or retirement orders must indicate that the disability is 10% or more).

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